



P70.12 #12 6/17/94



THE AIDS OFFICE CONNECTION

OF INFORMATION AND MONTHLY EVENTS FOR CONTRACTORS JUNE 17, 1994

Our Definition of Multiculturalism Include Youth?

Written with input from
Peer Educators

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Additionally, there has been community governmental pressure for organizations to diversify boards of directors and staff to better meet the needs of clients. Along with the expansion of programs to reach specific populations, a result of these efforts has been a general increased ability for programs to serve clients of different ethnicities and languages. Bilingual and multicultural staff serve as important

bridges between the client and program. Although these efforts have made monumental changes to HIV/AIDS services in San Francisco, is it possible that Youth have been left out of our discussions about multiculturalism?

Although there also have been recent changes in ideology around designing youth-specific services, youth culture(s) is often excluded when discussing multiculturalism and diversity. Young people may identify primarily with a particular youth culture (e.g., Hip-Hop, Dead Head etc.) that seems to conflict with many of the things their family's/community's culture represents. A youth's skin color or country of origin may not give any clue as to the culture he/she currently embraces.

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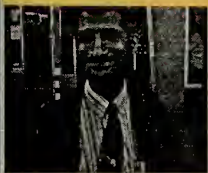
Taken from the Library

Start in July

Expert on human rights law, Norm has been a consultant to several governmental agencies and health organizations including the U.S. Department of Health and Human

Services and the World Health Organization. He is also chair of the National Minority AIDS Council.

Under the new merger of the AIDS Office and Bureau of Epidemiology, Norm will be responsible for working with CBOs that contract with AIDS Office/ Bureau of Epidemiology. He will be responsible for oversight of contract negotiations, payment of invoices, and evaluation of services. He will also be taking a leading role with the HIV Health Services Planning Council.



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THE AIDS OFFICE CONNECTION

A BULLETIN OF INFORMATION AND MONTHLY EVENTS FOR CONTRACTORS JUNE 17, 1994

Does Your Definition of Multiculturalism Include Youth?

(This article was written with input from the YPEP (Youth Peer Educators Project), and staff from community and AYPH youth-specific programs.)

Within the past five years, the San Francisco HIV/AIDS community has made great strides in its attempt to update its model by addressing issues relating to multiculturalism. Many new programs for people of color have been created and added to provide a wide ranges of prevention and health services.

Existing programs have made efforts to expand their target populations. Additionally, there has been community and governmental pressure for organizations to diversify boards of directors and staff to better meet the needs of clients. Along with the creation of programs to reach specific populations, a result of these efforts has been a general increased ability for programs to serve clients of different cultures and languages. Bilingual and bicultural staff serve as important

bridges between the client and program. Although these efforts have made monumental changes to HIV/AIDS services in San Francisco, is it possible that Youth have been left out of the our discussions about multiculturalism?

Although there also have been recent changes in ideology around designing youth-specific services, youth culture(s) is often excluded when discussing multiculturalism and diversity. Young people may identify primarily with a particular youth culture (e.g., Hip-Hop, Dead Head etc.) that seems to conflict with many of the things their family's/community's culture represents. A youth's skin color or country of origin may not give any clue as to the culture he/she currently embraces.

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New Associate Director To Start in July

Norm Nickens will assume the role of Associate Director of the AIDS Office in early July. Norm is currently an executive assistant to the general manager of the



San Francisco Employee's Retirement System responsible for personnel, policy and administration of a deferred compensation program. From 1986 to 1992, he was coordinator of the Lesbian/Gay & AIDS/HIV unit of the San Francisco Human Rights Commission, where he was responsible for the investigation, mediation and resolution of complaints of discrimination.

An expert on human rights law, Norm has been a consultant to several governmental agencies and health organizations including the U.S. Department of Health and Human Services and the World health Organization. He is also chair of the National Minority AIDS Council.

Under the new merger of the AIDS Office and Bureau of Epidemiology, Norm will be responsible for working with CBOs that contract with AIDS Office/ Bureau of Epidemiology. He will be responsible for oversight of contract negotiations, payment of invoices, and evaluation of services. He will also be taking a leading role with the HIV Health Services Planning Council.

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San Francisco currently has prevention, housing, case management, acupuncture, emotional support, therapy and other services serving at-risk or HIV + youth. Several of these programs do target specific ethnic and monolingual young people. While these youth-specific services are needed to meet the needs of the youth they serve, there are individuals aged 12-24 who seek services at programs not specifically designed to serve youth.

In a recent analysis of AIDS Office Health Service program Quarterly Reports for the 1993-94 contract year, the data showed that approximately 6% of the total number of clients served through March 31, 1993 by all health service programs were youth. Out of approximately 175 Health Services programs, 167 served some individuals aged 12-24 during this contract year. While youth may only be a small percentage of the HIV infected population in San Francisco (estimated around 900), the range of services these individuals access make it necessary for programs to be prepared for young clients.

Many of the approaches that we have learned to be effective through exploration of multicultural issues can be applied to youth. Listed below are several issues that may be helpful for all programs to address at both the administrative and line staff level to better acclimate programs for working with young clients.

1. Many youth have no experience accessing any type of service and the client/provider relationship may seem scary and impersonal. Additionally, youth may lack knowledge about services available to them. Youth may not know how to ask for what they need.

2. As with any client, youth should be treated with respect, and as an individual regardless of his/her attire, color and/or language.

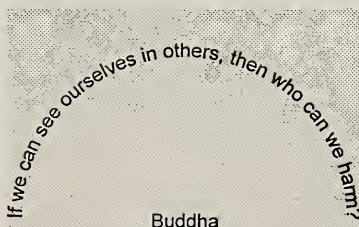
3. Become aware of your assumptions about youth and also of any issues regarding your own youth that may influence how you interact with young clients.

4. Youth may also have assumptions and/or mistrust around working with adults. To facilitate trust, present accurate information in a clear and straightforward manner. Invite young clients to assist you in designing a case/treatment/prevention plan that will be most helpful for them.

5. If you are unsure how to address/interact with a young client, empower him/her by asking how they would like to be treated.

The newly opened Y.E.S. Center, a joint project of Youth Empowerment Services (Y.E.S.), Project Ahead, and Health Initiatives for Youth, has staff that are available to offer technical assistance regarding the issues this article touches upon. If you or your program are interested in learning more about approaches to working with young clients, please call Vanessa Clark at 487-5777.

Other comments regarding this article can be made to Mark Morewitz, 554-9028.



Youth Study Updates

There are currently two separate youth studies in progress at the AIDS Office.

The AESOP Project

The AIDS Evaluation of Street Based Outreach Project (AESOP) is a CDC funded study investigating the effectiveness of street based outreach to access risk behaviors and reduce HIV infection among homeless and runaway youth. The project began three years ago with an extensive Community Assessment Process (CAP) and ethnography study of the subcultures of street youth in San Francisco. The goal of the CAP is to identify a neighborhood in San Francisco that would serve as the intervention site to evaluate the impact of street outreach services. The CAP helped to identify the Haight Ashbury neighborhood as the intervention site. AESOP began two rounds of baseline surveys in 1993 and conducted interviews with approximately 260 youth in the Haight. There was no one location in Northern California with a comparable concentration of homeless youth, so the project's comparison site consists of three locations: Berkeley's Telegraph Avenue, Downtown Santa Cruz, Old Town Eureka, and Arcata. At baseline, approximately 200 individuals were interviewed in the comparison sites.

AESOP has returned to the streets every four months to survey youth in the Haight and the comparison sites to document stages of change among youth, and to assess the impact of the Haight Ashbury Youth Outreach Team's intervention program. Currently, AESOP is in the final round of interviewing youth.

The Haight Ashbury Free Clinic was
(continued on page 4)

What's New in Housing for Persons With HIV/AIDS?



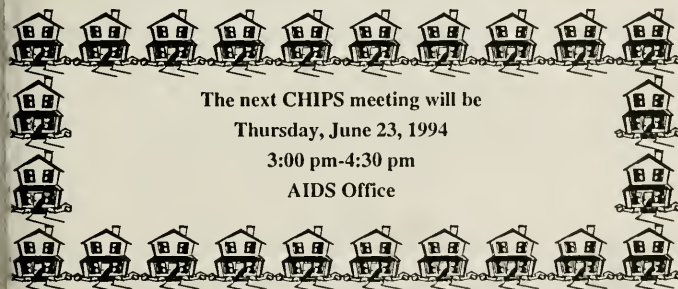
HOPWA Rent Subsidy Programs

As many of you may already be aware, the four rental subsidy programs that were awarded HOPWA funding by the San Francisco Redevelopment Agency in January, have been transitioned to CARE funding. The HIV Services Planning Council decided to fund the programs under CARE to expedite their implementation and to provide the SFRA additional time to resolve regulatory and administrative issues related to the funding stream. Individual program status and start dates for client services are as follows:

Program	# of Subsidies	Start Date	Contact Person
Baker Places	16	July 1, 1994	Billy Pick
Lutheran Social Services	15	June 15, 1994	Kevin Fauteux
Native Am. AIDS Project	10	Undetermined	
San Francisco AIDS Found.	55	July 1, 1994	Anna D'Amato

Centralized Housing Information & Placement Service (CHIPS)

For the past month, HIV/AIDS housing and service providers; Independent Housing Services staff; consumers; and AIDS Office and San Francisco Redevelopment Agency staff have been participating in the CHIPS Data Advisory Committee to shape policy and procedures governing the development and implementation of the centralized wait list. The software design to support the client database is near completion. These meetings will continue for the next few weeks on a weekly basis until the software design has been completed. The Committee will then continue to meet on an as needed basis to discuss implementation issues. If you are interested in attending, or know of someone who would be, contact Kandyce for an agenda.



The next CHIPS meeting will be
Thursday, June 23, 1994
3:00 pm-4:30 pm
AIDS Office

Spotlight on:

BAY POSITIVES

Bay Area Young Positives, (Bay+), is run by young people with HIV for young people with HIV. It is the only peer program of its kind in the nation!

The mission of Bay+, is to help HIV infected young people live longer, happier, healthier, more productive, and quality filled lives; to empower HIV+ youth of color and young women, and other HIV-infected young people; to enhance self-esteem by teaching HIV+ young people to advocate for themselves in complicated systems; to reduce isolation; to reduce self-destructive behaviors; and thus, decrease illness and hospitalization. Bay+ programs target HIV+ young people who are 26 years old and younger. Agency programs include emotional support groups, one-on-one emotional counseling, group work shops, one-on-one client advocacy counseling services and recreational activities such as "fun nights," and retreats. All services are free.

Current support groups include:

- Evening Drop-in Group for all HIV+ people under 26.
- Youth of Color Group
- Theater Group

BAY Positives is located at 518 Waller Street, San Francisco, 94117. Please call Jim, Gabe or Joseph at 437-1616 for more information.

Youth Studies continued

subcontracted to implement the intervention and conduct a street based youth outreach program. The Haight Ashbury Youth Outreach Team Project staff includes three CHOWs and two young women peer educators. The AESOP staff members and the Haight Ashbury Youth Outreach Team staff meet regularly to strategize on various community events, such as the recent HIV educational video production featuring the Grateful Dead band. A poster campaign, currently in the final stage of production, will reach two divergent subcultures: Deadheads and Punks. A community event is in the planning process which will feature these posters in collaboration with merchants on Haight Street. Later in this summer, the project will distribute condoms with the "Steal Your Face," Grateful Dead band logo.

The 1994 Young Men's Survey

The 1994-95 Young Men's Survey (YMS) is a tri-county (San Francisco, Alameda and Santa Clara) seroprevalence and risk behavior study of men between the ages of 15 and 22 who have sex with men. The Center for Disease Control and Prevention funded survey attempts to estimate the level of infection of HIV and other STDs among men in the Bay Area. Data from

the survey will be used to determine future HIV/AIDS and prevention/ education services for young people in the Bay Area.

YMS consists of two components: research and prevention. The research team goes out to venues (clubs, bars, parks etc.) where young men in the target population hang out. They administer the survey which includes a 30-minute questionnaire, HIV pre-test counseling, and blood draw for HIV, Hepatitis B & Syphilis testing. The participants are given a stipend and make an appointment to pick up their test results. At the appointed time, a YMS research team member gives the test results and post test counseling to the participant. At this time, appropriate referrals are also made for the individual.

The YMS prevention team will target their activities to Oakland and San Jose young men who have sex with other men. This component is designed to provide community-level interventions (CLI) for the target population. The CLI will include young men in the planning and implementation of prevention activities. This collaborative effort between research and prevention activities will allow for a more coordinated prevention effort for this underserved population.

Residential Slot Openings

Westside Chateau, an Adult Residential Care Facility, has two openings in a shared room for either two men or two women living with HIV and mental illness or mild to moderate AIDS dementia. The program provides non-medical residential care and case management services in a clean and sober environment. Supporting VNA services and/or temporary attendant care may be provided. Providers should contact Ray Rivera, DMS-RCF Coordinator for referrals, at 255-3436 or pager 303-0145.

Permanent Location for Native American AIDS Project

CARE funded HIV/AIDS services for Native Americans previously provided by American Indian AIDS Institute are being transitioned to the newly formed Native American AIDS Project with National Task Force on AIDS Prevention serving as the fiscal sponsor (agent).

The Native American AIDS Project has moved to 1540 Market Street, Suite 425. The telephone number is (415) 522-2460.

San Francisco HIV Contractors Association Corner:

The next Contractors Association Meeting will be on July 1, from 9:00 am to 10:30 am at the Family Service Agency (1010 Gough Street).

Agenda items for this meeting include: AIDS Office & Receivership and conflict of interest between Board and staff. Please call Gail McBride at 474-7310, extension 437 for more information.

Congratulations to the newly elected officers: President-Gail McBride, Secretary-Yolanda Lewis, Treasurer-Jim Illig, At-Large Representative-Kevin McGirr.

Update on the HIV Youth Advisory Committee

The HIV Youth Advisory Committee (HYAC) was established by Supervisor Angela Alioto in the fall of 1993 to examine the issues affecting HIV infected and at risk young people in San Francisco and to recommend changes to the Board of Supervisors that would improve services for youth. The fifteen members of the committee were appointed in September of 1993 and meet twice per month.

The HYAC has four charges:

1. To study the issues affecting HIV infected and at risk young people.
2. To study existing services available at HIV infected and prevention services for at risk youth.
3. To study the establishment of a resource center that would serve young people who need HIV prevention, treatment and counseling.
4. To study public information directed to public and private organizations and individuals interacting with people who are HIV infected.

The HYAC has divided itself into three subcommittees to accomplish these tasks. The subcommittees are Clinic-Based and Substance Abuse Services, Community-Based Services, and Prevention and Education. The members are reviewing current services that are provided and noting effective strategies for reaching youth. Gaps in services will be identified and recommendations for how these gaps can be filled will be made to the Board of Supervisors. A report will be generated in

December 1994 which includes the results of the work, along with recommendations for improvement in services and service delivery. The final report will highlight how services can become youth-sensitive.

The members of HYAC are using focus groups, interviews with clients and providers, literature review, and public hearings to gain the information needed. Many of you may receive requests from HYAC members for your input on their work.

The HYAC meets the second and fourth Wednesday of the month, 5:30 to 7:00 pm at the AIDS Office. Public attendance is welcome, and a public comment section is always on the agenda. Please call Tracey Packer at 554-9992 for more information.

Contracts News Flash!

The Health Commission has passed an emergency resolution approving contract extension for CARE and State funded contracts. CARE Formula contracts will have contract extension modifications done as soon as possible. State-funded contracts will have contract extension modifications done during the month of July. If necessary, CARE Supplemental contracts will have contract extension modifications done during the month of August.

If several contracts are being merged into one contract document, only one of the contracts can be extended. Only those contracts with the same funding source last year and this year will be eligible for contract extension. Please call your program manager for more information.

Mark Your Calendars

An HIV Monthly Update organized by Community Provider AIDS Training (UCSF/SFGH) and Mission Neighborhood Health Center on HIV and Adolescents will be presented on Wednesday, July 20, from 9:00 to 10:30 am in the Conference Room, 2nd floor, at MNHC, 240 Shotwell Street at 16th Street. Topics will include cultural issues, substance abuse and outreach models presented by Rob Burch, Ph.D., Adolescent Planetree Coordinator at Walden House HIV Services. For more information call Orazio Mairorana at 552-1013, extension 270.

Youth Funding Available



INSURE, the charitable foundation of the American Council of Life Insurance and the Health Insurance Association of America, has announced the availability of grants up to \$75,000 for the delivery of prevention services to youth (ages 9 - 21, approximately) by a documented 501(c)(3) nonprofit organization.

INSURE is especially interested in programs that develop prevention skills in youth and programs that will increase the knowledge base about effective prevention strategies for different segments of the youth population. INSURE will also consider funding activities that would improve access to services, resources and care to meet the needs of young people. Special consideration will be given to out-of-school, non-curriculum-based programs affecting high-risk youth.

To request an application, contact Stanley Karson, Executive Director of INSURE at (202) 624-2430.



Contractors Calendar



June 17, 9:00 am - 11:00 am

AIDS Health Services Advisory

Committee
CANCELLED

June 22, 5:30 pm-7:00 pm

HIV Youth Advisory Committee

AIDS Office, 25 Van Ness, Suite 500

554-9992

June 23, 4:00 pm-6:00 pm

HIV Prevention Planning Council

St. Mary's Cathedral, 1111 Gough

567-6078

June 23, 3:00pm - 4:30 pm

CHIPS Advisory Committee Meeting

AIDS Office Training Room

25 Van Ness, Suite 500

554-9048

June 27, 4:30 pm -7:30 pm

HIV Health Services Planning Council

(CARE Council)

AIDS Office, 25 Van Ness, 3rd Floor

554-9549

July 7, 4:00 pm - 6:00 pm

HIV Prevention Planning Council

St. Mary's Cathedral, 1111 Gough

567-6078

July 14, 3:30 pm - 5:00 pm

AIDS Prevention Advisory Committee

AIDS Office, 25 Van Ness, Suite 500

554-9040

July 11, 4:30 pm -7:30 pm

HIV Health Services Planning

Council (CARE Council)

AIDS Office, 25 Van Ness, 3rd Floor

554-9549

July 12, 4:30 pm-6:00 pm

Coalition for Healthy Sex

AIDS Office, 25 Van Ness, Suite 500

554-9992

July 13, 5:30 pm-7:00 pm

HIV Youth Advisory Committee

AIDS Office, 25 Van Ness, Suite 500

554-9992

July 15

**Quarterly Reports due for all Health
Services and CDC/State Prevention
Programs**

July 15, 9:00 am - 11:00 am

AIDS Health Services Advisory

Committee

AIDS Office, 25 Van Ness, Suite 500

554-9028

July 20, 9:00am-10:30pm

HIV Monthly Update (see page 5)

240 Shotwell, 2nd Floor

552-1013 extension 270

July 20, 1:00 pm - 3:00 pm

People of Color Advisory Committee

JCYC, 1596 Post Street, 1st Floor

554-9027




Come and Get It!



The following documents are available at the AIDS Office:

1. Voices of Experience : A Study of Client Experience with HIV Services in San Francisco.
554-9028
2. Seeking HIV Testing, Receiving An HIV-Positive Result, And Accessing Early Intervention: Results From Two Focus Groups of Individuals with HIV/AIDS.
554-9040
3. Monthly Statistical Report
554-9050
4. HIV Seroprevalence Report (local)
554-9050
5. Estimates of the Number of Persons with HIV in San Francisco by Race/Ethnicity.
554-9050
6. The 1992 Young Men's Study: H-1 Seroprevalence and Risk Behaviors Among Young Men Who Have Sex With Men.
554-9050
7. Projections of the AIDS Epidemic in San Francisco through 1997.
554-9050

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Program staff in your agency who
work within AIDS/HIV programs
and let us know if there is need
to update our mailing lists.

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THE AIDS OFFICE CONNECTION

A BULLETIN OF INFORMATION AND MONTHLY EVENTS FOR CONTRACTORS JULY 18, 1994

Just When You Thought It Was Safe Again... It's Monitoring Time!

Within the next two months, 173 Health Service and 22 Prevention programs will be evaluated through one of three types of monitorings. Following the recently founded "AIDS Office Connection" tradition, we think it important for everyone, including administrators and program staff, to have an understanding of the various kinds of monitoring processes so that this experience does not become just another bureaucratic nightmare for those involved. This summer's monitoring activities are a combined effort of the Prevention Services, Health Services, Business Services branches of the AIDS Office and you. Please note that there are several

procedures that differ with Prevention Services and Health Service contractors.

Ideally, each program would be comprehensively monitored each year. However, due to the amount of time and energy needed from agency staff, AIDS Office staff and community review team members to review over 230 programs, we have streamlined the monitoring process. This new plan limits the number of comprehensive monitorings through the development of other monitoring procedures. The type of monitoring for both Prevention Services and Health Services programs usually can be attributed to how long it has been funded

through the AIDS Office, and if it has been comprehensively monitored in the last year. Program Managers, the AIDS Office Director and the Prevention and Health Services Planning Councils may also recommend to comprehensively monitor those programs they feel have issues that warrant immediate attention.

Currently, there are three different types of monitorings: New Program Checklist, Annual Program Report and Comprehensive Monitoring.

The *New Program Checklist* is used for Health Services and Prevention Services programs that have been in operation for less than six months. The Checklist consists of ten questions pertaining to the start-up of the program. The information in the agency's responses is used by the AIDS Office Program Managers to insure

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New Program Manager and Auditor

Walta Delamos joins the Health Services Branch as the newest Program Manager. Her past experience includes serving over 1 years as Clinic Manager at San Francisco Department of Public Health City Clinic. She also worked in a Health Services project of an AIDS services delivery organization in Ohio.



Walta will be managing a variety of types of programs. Her initiation into our yearly cycle of events will begin with this summer's round of Health Services monitorings.

You can reach Walta at 554-9034.

Tracy Kwok has recently joined the AIDS Office as our new Associate Auditor. Tracy transferred from the Department of Public Health Controller's and Audit Division. She will supervise the paying of invoices in our hope to speed up the current process. Tracy will also be an important addition to the monitoring teams where she will review program administrative and fiscal information in order to build stronger financial systems.



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that new programs get off to a good start. Those programs experiencing problems can receive technical assistance in specific areas. The programs under either of the new collaborative efforts will receive a slightly altered version of the checklist which is called the New Program Review.

The *Annual Program Report* is sent to continuing Prevention Services and Health Services programs that have received a comprehensive monitoring within the past two years. These programs receive a Contractor's Annual Report which consists of several pages of questions related to: contract compliance, program staffing, client services, program management and evaluation, community relations, quality assurance, and policies & procedures. The information in the Health Services program's responses is reviewed by a technical review team consisting of an AIDS Office Program Manager and HIV Health Services Planning Council members. Prevention program responses are reviewed by Prevention Services Program Managers. A report of the technical review team findings is sent to each program, to be read and signed. The following are possible outcomes of this type of monitoring:

- 1) Programs whose protocol responses do not identify program or agency problems will be determined to be satisfactory.
- 2) If the protocol response is generally satisfactory, but the review team may need more information regarding a specific issue, an AIDS Office Program Manager will make follow-up phone calls regarding the specific issue or may ask the agency operating the program to attend a meeting in the AIDS Office to discuss the issues in question.
- 3) Programs where specific issues or problematic areas are identified by the team may be required to

participate in a modified site visit targeting these specific areas. 4) Those programs whose protocol responses indicate problem areas involving extensive programmatic, fiscal, and/or administrative issues will be required to participate in a Comprehensive Monitoring.

Those Prevention Services or Health Service programs receiving a *Comprehensive Monitoring* fill out a slightly altered version of the protocol described above. However, in addition to reviewing the protocol responses, the technical review team goes out on a site visit where the program can be more thoroughly observed and monitored. A report based on the protocol responses and site visit is then sent to the program for review and signature.

While each of the questions on the New Program Checklist and two monitoring protocols are important to the monitoring effort, there are two questions that are of significant importance to the continuum of services in San Francisco that do not affect the rating of the program.

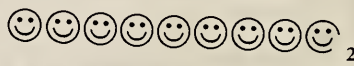
The next-to-last question (#7) on both the Contractors Monitoring Protocol and the Annual Program Report Protocol asks what unmet client needs related to your program have been identified. This information from Health Service programs is compiled and will be used in the process to set priorities by the HIV Planning Council. Similarly, the HIV Prevention Services Planning Council will also take into consideration the responses from this question in its continuing planning process. This is an important question that not only affects your particular program, but may have an impact on San Francisco HIV/AIDS Prevention and Health services in the upcoming year.

The last question (#8) on the New Checklist, the Contractors Monitoring Protocol and the Contractors Report documents, asks how can the AIDS Office assist you in improving program service for your clients. This is an opportunity for administrative and program staff to identify programmatic, fiscal, and administrative needs and communicate them to the AIDS Office. We often receive responses for continued funding for a program service. While this is an appropriate answer to the question (*and we encourage you to advocate for your programs*), this question can also be used as one of the opportunities to ask for what you need better serve your clients so that our staff and Planning Councils can do all they can to fulfill those needs.

Due to the high volume of programs, the monitoring process described in this article will be staggered throughout the summer. Most Prevention programs have already received either the contractors report or contractors protocol. The letters for Health Services programs will be mailed out according to the following schedule: comprehensive monitorings-July 13, contractors report-July 20 and new program checklists-July 27. Programs will have three weeks to complete and submit their assigned monitoring documents to the AIDS Office.

We hope to continue our efforts to lessen the differences in various procedures for Prevention Services and Health Services programs by making the monitoring processes as identical as possible for the next monitoring cycle.

Good luck in the upcoming month and thank you for your hard work!





What's New in HIV Counseling and Testing Programs?

There is a nationwide shift to move Counseling, Testing Referral and Partner Notification (CTRPN) services from an information dissemination/gathering system to that of a client-centered service delivery system. San Francisco has been in the forefront in the provision of an individual risk assessment and negotiated HIV risk reduction plan regarding CTRPN services. This change in philosophy regarding CTRPN services will result in helping high risk negative clients initiate and maintain safer transmission or exposure behaviors.

As of July 1, 1994, a new HIV Counseling and Testing Data Form has been implemented. The new form was developed in cooperation with AIDS Office CTRPN staff, SFPDPH STD, CSAS, Family Health Counseling staff

and community based organizations counseling staff to fulfill the needs of HIV testing providers as they work with clients motivated to change high risk behaviors. This new form also meets the needs of Federal/State data requirements.

The data information collected will further refine the client-centered assessment process of CTRPN which are to: a) Establish and improve the client's understanding of their HIV Risk; b) Assess clients readiness to adopt safer behaviors by identifying behavior changes the client has already implemented; and c) Negotiate a realistic and incremental plan for reducing risk.

**Even if you are in the Minority of One,
The Truth is still the Truth.**

Gandhi

Announcing a Merger:

Family Special Services and the HIV Project of Legal Services for Children have merged to form The H.O.P.E. Project (Hands Outreached for Positive Empowerment).

Comprehensive services for HIV-affected children and families include:

- Case Management
- Support Group for Children with HIV-Infected Parents
- Legal Advice and Representaion Regarding Guardianship and Representation Regarding Guardianship, Special Education, SSI and Other Legal Issues

The H.O.P.E. Project, Legal Services for Children is located at 1254 Market Street, 3rd Floor (between 8th and 9th Streets), San Francisco, CA 94102. Call Rob Tufel or Noelani Jai at 863-3762 for more information.

Spotlight on:

Chemical Awareness & Treatment Services

Chemical Awareness and Treatment Services (C.A.T.S.) has two newly funded CARE programs that began providing service July 1, 1994. C.A.T.S. has been providing services to homeless people with substance abuse problems for 15 years. C.A.T.S. was incorporated in 1978 and has grown steadily to become one of the largest non-profit service providers in the Bay Area serving more than 50,000 individuals annually. Through its different programs, C.A.T.S. has also been providing services to clients who are HIV+ since the beginning of the AIDS epidemic. The two new programs include:

The Redwood Center is a 45-90 day primary residential substance abuse treatment program that provides housing and recovery services for homeless and marginally housed clients, substance abusing HIV positive men. Please call Donna Bennett at 366-5723 for more info.

A Woman's Place (formerly St. Paulus Women's Shelter) serves homeless and marginally housed multiple diagnosed HIV positive women. Services are provided in a transitional housing setting and include food, shelter, psychiatric assessment and treatment, case management and substance abuse counseling. The program contact is Bill Phillips who you can reach at 353-5016.



Important Invoice Information Below



Final invoices for contracts that ended June 30, 1994 are due to the AIDS Office August 14, 1994, which is 45 days after the close of the contract. This is especially important for CARE Supplemental contracts because invoices are needed so the AIDS Office can report the amount of unexpended funds to HRSA and request approval for using these funds to support one-time expenditure requests from CARE contractors. The State and City do not generally allow us to roll over funds from one year to the next, so we need to make the final payments before the accounts are closed.

Some tips for making sure your invoice gets processed as quickly as possible:

- a. Submit invoices as soon after the close of the month as possible. The more time it takes your agency to put together the Statement of Deliverables and Invoice, the more likely it will get caught in a bottleneck of invoices in the process.
- b. A line item expense should not exceed the budgeted amount. If

it does, the invoice will be delayed because of adjustments needed to reduce the invoice by the overexpended line item's amount. If you wish to submit a budget revision, please allow at least two weeks for it to be approved by the AIDS Office and obtain written approval for the revision before submitting an invoice reflecting the revision.

- c. If the year-to-date expenses exceed the quarterly cumulative caps, the payment will be delayed because of adjustments needed to reduce the invoice to the capped amount. The unpaid balance will be added to the payment for the next month's invoice.
- d. If your agency has a payroll deadline and you anticipate waiting for a check from the City, please inform us of your situation two weeks in advance of the payroll deadline by calling Deven Richardson at 554-9035.

Come and Get It!

The San Francisco HIV Prevention Planning Council is currently drafting HIV Prevention Plan for the City. As part of this process, there was a public input meeting on HIV Prevention on Wednesday, July 20, 1994 from 5:00 to 7:00 p.m. at 101 Grove Street in Room 300.

The purpose of the meeting was to enable members of the community to comment on the current status of HIV prevention activities in San Francisco in addition to share information regarding prevention strategies and interventions that have been successful.

Interested individuals were invited to provide public statements of no more than five minutes. Comments focused on one or more of the following questions:

1. What communities are not being served (or are currently underserved) by HIV education and prevention efforts in San Francisco?
2. What HIV education and prevention needs are not being addressed in your community?

continued on page 5

**San Francisco HIV
Contractors Association :**

The next Contractors Association Meeting will be on August 5, from 9:00 am to 10:30 am at the Family Service Agency (1010 Gough Street). Please call Gail McBride at 474-7310, extension 437 for more information.

Don't Forget To Look Down Here!!

The HIV Health Services Planning Council is currently recruiting new members who can represent or are advocates for one or more of the following membership categories:

Homeless Individuals

New Immigrants/undocumented persons

Incarcerated Persons

Physically disabled persons, including the visually and hearing-impaired.

All Nominations must be in to the AIDS Office by July 29, 1994. Please call Charles Brand at 554-9549 for more information.

Contractors Calendar

July 20, 9:00am-10:30pm

HIV Monthly Update (see page 5)

240 Shotwell, 2nd Floor

552-1013 extension 270

July 20, 1:00 pm - 3:00 pm

People of Color Advisory Committee

CYC, 1596 Post Street, 1st Floor

554-9027

July 20, 5:00 pm - 7:00 pm

HIV Prevention Planning Council

Community Input Meeting

01 Grove, Room 300

554-9040

July 21, 3:30 pm-6:00 pm

HIV Prevention Planning Council

St. Mary's Cathedral, 1111 Gough

67-6078

July 25, 4:30 pm -7:30 pm

HIV Health Services Planning Council

CARE Council)

AIDS Office, 25 Van Ness, 3rd Floor

554-9549

July 27, 5:30 pm-7:00 pm

HIV Youth Advisory Committee

AIDS Office, 25 Van Ness, Suite 500

554-9992

August 4, 3:30 pm - 5:00 pm

AIDS Prevention Advisory Committee

AIDS Office, 25 Van Ness, Suite 500

554-9040

August 8, 4:30 pm -7:30 pm

HIV Health Services Planning Council (CARE Council)

AIDS Office, 25 Van Ness, 3rd Floor

554-9549

August 9, 4:30 pm-6:00 pm

Coalition for Healthy Sex

AIDS Office, 25 Van Ness, Suite 500

554-9992

August 11, 4:00 pm - 6:00 pm

HIV Prevention Planning Council

St. Mary's Cathedral, 1111 Gough

567-6078

August 13th, 10am - 2:30pm

YES Youth & HIV Public Policy Training

1242 Market Street, 2nd floor

487-5777 ext. 14

August 19, 9:00 am - 11:00 am

AIDS Health Services Advisory Committee

AIDS Office, 25 Van Ness, Suite 500

554-9028



Prevention continued from page 4

3. What HIV education and prevention strategies or interventions do you think would work in your community?

4. What do you think needs to be done to improve the coordination of education and prevention programs to make them more effective?

If you would like the minutes documenting the comments made at this meeting, please contact Brian Dobrow at 554-9499.

The community will continue to have an opportunity to review and comment on the Planning Council's draft HIV Prevention Plan through its stages of development.

Mark Your Calendars

YES (Youth Empowerment Services) will sponsor an 8-week program on youth and HIV public policy issues. This training is designed to give HIV-positive and affected young people the necessary tools to be powerful vocal and visible advocates for themselves and their peers. Through a series of interactive workshops, role playing exercises, and dialogue with local elected officials, participants will learn how to influence legislation and policy decisions that affect young people's lives. The YES center is located at 1242 Market Street, 2nd floor. Call Sean Sasser at 487-5777, ext. 14 for more information.

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AFTER YOU HAVE SHARED IT WITH YOUR CO-WORKERS

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San Francisco Department Of Public Health
AIDS Office
25 Van Ness, Suite 500
San Francisco, CA 94102

Please route this newsletter to all
Executive, Administrative, and
Program staff in your agency who
work within AIDS/HIV programs
and let us know if there is need
to update our mailing lists.

v



Contractors Calendar



September 1, 3:30 pm - 5:00 pm
AIDS Prevention Advisory Committee
 AIDS Office, 25 Van Ness, Suite 500
 554-9040

September 8, 3:30 pm - 6:00 pm
HIV Prevention Planning Council
 St. Mary's Cathedral, 1111 Gough
 567-6078

September 12, 4:30 pm - 7:30 pm
**HIV Health Services Planning Council
 (CARE Council)**
 AIDS Office, 25 Van Ness, 3rd Floor
 554-9549

September 13, 4:30 pm - 6:00 pm
Coalition for Healthy Sex
 AIDS Office, 25 Van Ness, Suite 500
 554-9992

September 14, 5:30 pm - 7:00 pm
HIV Youth Advisory Committee
 AIDS Office, 25 Van Ness, Suite 500
 554-9992

September 16, 9:00 am - 11:00 am
**AIDS Health Services Advisory
 Committee**
 AIDS Office, 25 Van Ness, Suite 500
 554-9028

September 21, 1:00 pm - 3:00 pm
People of Color Advisory Committee
 AIDS Office Training Room
 554-9027

September 20, 1:00 - 3:00 pm
**Ryan White Need Assessment
 Results Presentation**
 Glide Memorial Church
 330 Ellis Street
 Freedom Hall
 554-9028

September 21, 4:00 pm - 6:00 pm
HIV Prevention Planning Council
 St. Mary's Cathedral, 1111 Gough
 567-6078

September 26, 4:30 pm - 7:30 pm
**HIV Health Services Planning
 Council (CARE Council)**
 AIDS Office, 25 Van Ness, 3rd Floor
 554-9549

September 28, 5:30 pm - 7:00 pm
HIV Youth Advisory Committee
 AIDS Office, 25 Van Ness, Suite 500
 554-9992

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The New Job Board Is Here!

We have received several requests for a place to publish job listings within San Francisco HIV/AIDS services. Therefore, we have made space in *The AIDS Office Connection* for announcing positions that are available. The success and usefulness of this section does depend on you to send us information regarding jobs in your agency as they become available. Please send all job listings to Mark Morewitz at 25 Van Ness-suite 500, SF, CA 94102 or fax at 431-7547.

Client Agency Liaison
 Independent Housing Services
 \$24,000- 26,000

Will track the progress of clients through the CHIPS placement system and maintain close, regular contact with participating agencies.

Send cover letter and resume to CHIPS Hiring Committee, Independent Housing Service, 25 Taylor Street, SF, 94102 or fax 928-4790.

Project Director
 San Francisco AIDS Foundation
 This position is responsible for overall management and administration of HIV Prevention Project which is a community-based needle exchange program. Apply to ATTN: PD-JD, San Francisco AIDS Foundation HIV Prevention Project, P.O. Box 426182, San Francisco, 94142-6182 by 5:00 September 9.

More on other side

PLEASE RECYCLE THIS
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The Job Board

Nutritionist

CPHS CARE-funded

\$45,179-\$54,914

This position is responsible for providing nutrition assessments and counseling to CPHS clinic patients with HIV disease. The position will also provide training and consultation services to CPHS care providers for the care of patients with HIV disease. Application deadline is September 2. Resumes should be sent to Paul Moreno, CPHS Ryan White CARE Program, 25 Van Ness Avenue, Suite 500, SF, 94102. A Department of Human Resources employment application must be submitted and can be obtained at 44 Gough Street.

Substance Abuse Residential Counselor

Baker New Place

Responsible for the assessment of clinical needs of clients and managing the development and implementation of their recovery and discharge plans.

Contact Administrative Offices at 546-9946

Case Manager

AIDS Indigent Direct Services
Up to \$28,000

Coordinates daily work of service team which includes client nutrition program, outreach efforts, and peer counseling.

Call Bobbie Thompson at 292-5460 for more information.

Client Services Director

San Francisco AIDS Foundation

This position is responsible for the overall management and administration of the Client Services Department including planning, service development, services evaluation, personnel oversight, budgeting, and contracts management.

Contact Angela Chow or Steven Fogle at 465 California Street, SF 94104 or 677-8668.

After School Program Coordinator LYRIC

This position coordinates program planning, implementation, and evaluation of an after school program offering recreational and educational activities for lesbian, gay, bisexual, transgender, and questioning young people 23 years and younger.

Submit resume with three references (including one youth reference) to Personnel Committee, ASP

LYRIC, 127 Collingwood Street, SF, CA 94114

Deadline August 31, 5:00 PM

Administrative Assistant

AIDS Benefits Counselors

\$1,500-\$1,650 monthly

This position will perform various administrative support services and office management functions, and will act as receptionist for main office.

Send resume and cover letter to Executive Director, AIDS Benefits Counselors, 470 Castro Street #202, 94114

Health Survey Interviewer

AIDS Office

\$11.13 per hour

Will conduct interviews with high risk youth, and individuals who provide health services to them, regarding a variety of HIV related behaviors and service utilization. Submit resume and DPH employment application by September 2 to Tia Martinez, 25 Van Ness Avenue, Suite 500, SF, 94102. No phone calls please.

Registered Nurse

Tom Waddell Clinic

\$28.90 - 31.85 hourly

Will provide direct patient care in the Urgent Care and Primary Specialty Clinics. Send resume to Peggy Trezevant, R.N., M.S., Nurse Manager, 50 Ivy Street, SF, 94102

Psychiatric Social Worker

Tagalog Language Waiver

South of Market Integrated Service Center

\$1,765-2,145 biweekly

Will coordinate two teams: Filipino Mental Health / Counseling Team and Mental Health Mobile Outreach and Support Team for homeless/mentally ill individuals. Send DPH application and resume to South of Market Integrated Service Center 2, attention Mabel Jung, RN, MS, 471 Jessie Street, SF; 94103 by August 19.

**Attention Agency Staff & Clients:
Everyone Is Invited!**

The 1994 Ryan White Needs Assessment
results will be presented at Glide
Memorial Church, Freedom Hall, 330 Ellis
Street, on September 20 from
1:00 - 3:00pm.

If You Have Any Questions Regarding
the Presentation, Please Call Mark
Morewitz at 554-9028.

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AIDS Office
25 Van Ness, Suite 500
San Francisco, CA 94102

Please route this newsletter to all
Executive, Administrative, and
Program staff in your agency who
work within AIDS/HIV programs
and let us know if there is need
to update our mailing lists.



THE AIDS OFFICE CONNECTION

A BULLETIN OF INFORMATION AND MONTHLY EVENTS FOR CONTRACTORS AUGUST 29, 1994

How Are We Doing?

In April of this year, the AIDS Office launched this publication with the hope of creating a source of information and a place for both the community and the AIDS Office to share successes and lessons learned. A monthly format was chosen to provide the most current information on community issues and events.

As this is the fifth issue of *The AIDS Office Connection*, it seems an appropriate time to see if this project is meeting our original objectives. Below are some questions that will help us assess what changes need to be made to better serve you. Please answer this brief evaluation form and return it using the stamped envelope attached.

1. Is the information included in this newsletter generally:

Helpful/Useful

1 2 3 4 5

Useless

Interesting

1 2 3 4 5

Uninteresting

Accurate

1 2 3 4 5

Inaccurate

2. Does the information included in the newsletter usually relate to issues that are pertinent to you and your program?

Yes

No (please explain)

3. Are the layout and graphics generally:

Helpful/Useful

1 2 3 4 5

Useless

Interesting

1 2 3 4 5

Uninteresting

4. Are there specific features/topics that you would like to see highlighted in future issues of this newsletter?

Yes (please list some below)

No

(turn the page)

Have you found the Calendar section to be to be generally accurate.

Yes No

Would you like to see the calendar section reflect more community (non-AIDS Office) meetings and events.

Yes No

Would you be willing to relay job listings and community meeting information to keep the calendar updated?

Yes No

Would a help column, where your questions and concerns could be addressed, be of interest to you?

Yes No

We propose to continue producing a monthly calendar of events and job listings, but to change the bulk of the newsletter to a quarterly format. This will allow us more time to compile and edit the newsletter so that it can be more readable and useful. Therefore, you would still receive a monthly mailing, but it would only contain calendar and job listing information. Each quarter, a full newsletter would then be distributed. Please let us know how you feel about this proposal in the column to the right.

11. Currently at least one person per AIDS Office contracting organization receives this newsletter. Is there any individual or organization that you feel should also be receiving this newsletter? Please list these names below so that we may add them to our mailing list.

12. Please make any other comments/suggestions regarding *The AIDS Office Connection* in the space below.

10. Are you : (circle one)

administrative staff

administrative & program staff

program staff



THE AIDS OFFICE CONNECTION

A BULLETIN OF INFORMATION AND MONTHLY EVENTS FOR CONTRACTORS DECEMBER 7/94

Job Board

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Prevention Point

Logistics/Volunteer Staff Assistant Coordinator

*San Francisco AIDS Foundation
HIV Prevention Project*

Under the day-today scheduling and coordination of the Logistics/Volunteer Coordinator, provides logistic coordination support to volunteer syringe exchange staff and equips teams with supplies and removes biohazardous waste from sites. Candidates must have a valid CA driver's license and good driving record. Ability to work with diverse populations, bureaucracies, and in a street based setting. To apply, please send resume and cover letter to Personnel (ATTN.: VA - JD) P.O. Box 426182, San Francisco, CA 94142-6182 by December 16, at 5:00pm.

Vocational Coordinator

*Larkin Street Youth Center
\$28,643 - \$40,919*

The individual in this position will develop and implement an innovative vocational training curriculum,

provide leadership, manage, develop and implement an innovative job readiness training program for high-risk youth. If you are interested in this position, please send a resume and cover letter to Human Resources Coordinator, Larkin Street Youth Center, 1044 Larkin Street, San Francisco, CA 94109 by December 16.

Latino HIV Case Manager

*Larkin Street Youth Center
\$23,7567 - \$29,035*

This position provides casework services to a minimum of 40 high risk youth per year. Responsibilities include: intake and assessment, individual/family/group counseling, case planning, contracting, resource brokerage, referral, case coordination, advocacy, follow-up, after care, facilitation of weekly groups, provision of financial assistance, and record keeping. If you are interested in this position, please send a resume and cover letter to HIV Case Manager, Larkin Street Youth Center, 1044 Larkin Street, San Francisco, CA 94109 by December 14.



Shelter Counselor

*Larkin Street Youth Center
\$21,117 to \$29,035*

The Shelter counselor will provide guidance, information and counseling to homeless runaway youth at an emergency 20+ bed overnight shelter. Candidates must have a BA/BS Degree in Psychology or related field or 3+ years of related experience. and be fluent in Spanish. Please send a cover letter and resume to: Shelter Counselor, Larkin Street Youth Center, 1044 Larkin Street, San Francisco, CA 94109 by Dec. 14.

Administrative Assistant

*CHIPS
80% FTE \$21,000 - \$24,000*

This position will develop and maintain CHIPS internal recordkeeping system, produce reports and assist with maintenance of relations with CHIPS collaborative agencies. Please send resume and cover letter to CHIPS Hiring Committee, CHIPS-HIS, 25 Taylor Street, SF, CA 94102 or Fax at (415) 928-4790.

Contractors Calendar

December 12, 4:00 pm - 7:30 pm
HIV Health Services Planning Council
(CARE Council)
 AIDS Office, 25 Van Ness, 3rd Floor
 554-9549

December 13, 4:30 pm - 6:00 pm
Coalition for Healthy Sex
 AIDS Office, 25 Van Ness, Suite 500
 554-9992

December 15, 3:00 p.m. - 4:30pm
CHIPS Advisory Committee Meeting
 201 Turk Street Apartments Community
 Room (Jones Street)
 928-4663

~~*December 16, 9:00 am - 11:00 am*~~
~~**AIDS Health Services Advisory**~~
~~**Committee**~~
~~25 Van Ness, Training Room~~
~~554-9028~~

December 19, 4:30 - 7:30 pm
HIV Health Services Planning
Council(CARE Council)
 AIDS Office, 25 Van Ness, 3rd Floor
 554-9549

December 21, 1:00 pm - 3:00 pm
People of Color Advisory Committee
 AIDS Office Conference Room
 554-9000

Children's Artwork Exhibit at the AIDS Office












The Coalition for Positive Families with Children is currently showing artwork from the exhibit, **FAMILIES TAKE CARE: Through The Eyes of The Children** at the AIDS office atrium.



The exhibit is a collection of artwork from children both infected and affected by HIV. It was created in support groups, child and respite care settings and camp, by children involved in the programs at the Bridge for Kids, Camp Sunburst and the HOPE Project.



The Coalition for Positive Families with Children (CPFC) is composed of social service, health and legal professional working with HIV infected/affected families with children; Any individuals or agency representatives involved in the issues surrounding HIV-infected/affected families are encouraged to join. The group meets the second Tuesday of every month, from 8:30 am to 10:30 am at Walden House, 890 Hayes Street. Please call 863-3762 for more information.



This is the first showing of the exhibit. They hope to be able to display the work at other locations at future dates, and to expand the collection of children's works. The event is part of a greater effort to increase awareness about the unique needs of HIV-affected families and children and to have these needs more readily addressed by services, funders, and policy-makers. Any donations of time, money or resources are always welcomed.



Please come in and see the exhibit.


















Thank You For Your Commitment





To Helping Others And





For Doing Your Part During This Time




of Need



We Appreciate Your Invaluable



Contributions To The Community



Wishing You A Joyous Holiday Season



And A Healthy & Happy New Year



The AIDS Office
